

GROVE HOMEOWNERS ASSOCIATION  
UNOFFICIAL ANNUAL MEETING  
JANUARY 23, 1995

1. Directors Present

The Directors present were Bill Bold, President; Patricia Stone, President; Elizabeth Campbell, Second Vice-President; Merrill Robinson, Secretary; and Louise Lang, Treasurer.

2. Others in attendance:

James Nguyen and Bob Bartlein of Bartlein and Company.

88 units were represented in person or by proxy (2 short of a quorum).

3. Notification:

All owners of record as of December 5, 1994 were sent notice of the meeting.

**MEETING CALLED TO ORDER**

Bill Bold called the meeting to order at 7:35 p.m.

Bob Bartlein informed all in attendance that not enough units were represented at the meeting to make a quorum. He explained that the meeting could proceed unofficially, and that any decisions made could be ratified at a rescheduled annual meeting. It was unanimously agreed to proceed in this fashion.

**READING OF MINUTES MARCH 2, 1994 ANNUAL MEETING**

Bob Bartlein summarized the Minutes of the last annual meeting held on March 2, 1994.

**MOTION** was made to approve the Minutes as summarized.

**MOTION SECONDED.**

**MOTION CARRIED** by unanimous vote.

**TREASURER'S REPORT**

The financial statement for 1994 was discussed as follows:

Total Revenue:	\$588,997.15
Total Expenditures:	\$289,850.80

Reserve Increase: \$299,146.35  
Funds Available  
as of 12/31/94:

Great Western	\$ 68,971.01	
SB Bank & Trust	97,092.91	
La Cumbre Savings	74,554.90	
Goleta National Bank	233,972.11	
1st Interstate	101,232.16	
Operating Account	<u>\$ 2,846.55</u>	Total: \$578,669.64

**MOTION** was made to approve the Treasurer's Report as presented.

**MOTION SECONDED.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

#### **PRESIDENT'S REPORT**

Bill Bold gave an overview of important event which occurred during 1994. The following were discussed:

- \* The Association's soil compaction lawsuit was settled and repair work has begun.
- \* Siding repairs continued.
- \* The CEC reduced support for the curbside recycling project. Subsequently, the Association hired Paper Pickup Recyclers to perform the job.
- \* The security gate was repaired.
- \* Modifications were made to the exercise room.
- \* New pool furniture was purchased.
- \* A new security patrol firm was hired.
- \* A few trees were removed by necessity.

Mr. Bold also discussed some upcoming events in 1995:

- \* Soil compaction related repairs will continue.
- \* A new state law was passed which forbids smoking in enclosed common areas.
- \* The entire development is scheduled to be re-painted in 1995.
- \* The installation of additional lighting in the Phase III parking lot will be addressed.

### ELECTION OF OFFICERS

Bill Bold thanked each Board member for their efforts during 1994.

Bob Bartlein asked for officer nominations from the floor.

**MOTION** was made to nominate the existing Board members and to then close the nominations and select the slate.

**MOTION SECONDED.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

### NEW BUSINESS

Mr. Bartlein reminded the Board that all excessive funds held by the Association must be rolled over to avoid adverse tax ramifications, and he read a resolution to the floor for consideration (attached hereto).

**MOTION** was made to adopt the excess funds resolution read by Mr. Bartlein which provides that all excess funds held by the Association be rolled over.

**MOTION SECONDED.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

### OLD BUSINESS

1. The membership discussed a mice problem within the complex.
2. The membership discussed its earthquake insurance.
3. The membership discussed the owner's replacement of their respective utility closet doors.

### MEETING ADJOURNED

The meeting was adjourned.

The rescheduled annual meeting will be held on February 13, 1995 at 7:00 p.m. at the meeting room in building #7610. A regular meeting of the Board of Directors will follow immediately thereafter.

## RESOLUTION AS TO EXCESS FEES

WHEREAS, the EUCALYPTUS GROVE Association is a California owner's association duly organized and existing under the laws of the State of California; and


WHEREAS, the members desire that the Association shall act in full accordance with the rulings and regulations of the Internal Revenue Service;

NOW, THEREFORE, the members hereby adopt the following resolution by and on behalf of the Association;

**RESOLVED**, that any and all membership income in excess of operating expenses for the current and past tax years, shall be set aside for future major repairs and replacements, and allocated to capital components as provided by the guidelines established by Revenue Rulings 70-604, 75-370, and 75-371. Such amounts shall be deposited into the Association's insured, interest-bearing accounts. Any amounts so added to replacement funds shall be allocated to the various components at the discretion of the Board of Directors.

In the event that the amounts allocated to replacement funds shall exceed the amounts necessary for such replacement, then any such excess of funds, shall be applied against the subsequent tax year member assessments for the purposes of managing, operating, maintaining, and replacing the common major elements of the Association property as provided by IRS Revenue Ruling 70-604.

This resolution is adopted and made a part of the minutes of the general meeting of the membership held on JANUARY 23, 1995.

ATTESTED:   
Secretary

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
FEBRUARY 13, 1995**

**PRESENT**

The Directors present were Bill Bold, President; Patricia Stone, First Vice-President; Elizabeth Campbell, Treasurer; and Merrill Robinson, Secretary. Second Vice-President Louise Lang was absent.

Also present were Chris Pace (owner of #370), Tom Buffo, Maintenance Chairperson, and James Nguyen of Bartlein and Company.

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:45 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of January 23, 1995 regular meeting of the Board were unanimously approved.

**REQUESTS BY HOMEOWNERS**

1. Chris Pace, owner of #370, informed the Board that the lights in the weight room turn off at 10:00 p.m., and that this may be hazardous to residents using weights at that time.

The Board discussed various options, and agreed to install a clock on the wall in the weightroom, with a sign next posted next to it, to warn residents that the lights automatically shut off at 10:00 p.m.

2. Merrill Robinson, owner of #126, informed the Board that a landscape flood light is shining directly into her unit. Bill Bold will inspect the light.
3. Chris pace, owner of #370, informed the Board that the bridge in the complex gets slippery when wet. The Board directed James Nguyen to have non-stick paint or tape installed on it.

**COMMITTEE REPORTS**

1. Treasurer's Report.

Beginning Balance	\$ 2,846.55
Total Revenue	24,396.50
Reserve Expenditures	32,618.95
Total Expenditures	54,357.66
Transfer From Reserve	35,000.00
Current Balance	\$ 7,885.39

The Board approved the January, 1995 Treasurer's Report as presented.

Elizabeth Campbell informed the Board that its Certificate of Deposit (appx. \$75,000) at LaCumbre Bank is scheduled to renew at the end of the month. The Board agreed to renew the CD for 90 days.

## 2. Maintenance Report.

1. Tom Buffo provided the Board with suggested signs to be posted in the trash bin areas. The Board agreed to have 8 signs made, with red letters on a white background.
2. Tom Buffo will inspect the landscape lights within the complex and provide the Board with a list of those that are in need of replacement.
3. Bill Bold informed the Board that the soil compaction contractor has begun work on building 7624. Mr. Bold will obtain a work schedule from the contractor so that the homeowners can be notified of the duration of the work.
4. Bill Bold will give the Board a demonstration on how to open the front gate so that it can be opened in the event of an emergency.
5. Bill Bold reported that Ramstrum Construction will begin the siding unit #122.
6. Bill Bold reported that the cover of the storm drain was replaced (and chained) at a cost of appx \$375 because it was missing.

## 3. Gardening Report

1. Merrill Robinson informed the Board that Arturo of Progressive Care will be providing the Board with a proposal to redo the landscape near building 7620 at a cost of approximately \$625. The Board authorized Ms. Robinson to have the work performed if the bid is acceptable to her.
2. The Board noted that some plants which surround building 7620 were trampled by the soil compaction workers. Bill Bold will ask them to be more careful.
3. The Board noted that it has not yet received a proposal from Progressive Care for the installation of a rootguard near the parking lot area. Merrill Robinson will obtain the proposal from him.

#### 4. Pool Committee

1. Bill Bold posted no smoking signs in the pool area in accordance with the new state law which prohibits smoking in enclosed common areas.
2. Bill Bold reported that the sauna heater was replaced at a cost of appx. \$1,100.
3. The Board discussed the compensation currently paid to Janet Bold for her services as the Association's pool chairperson. It noted that Mrs. Bold does an excellent job in maintaining the pool, but that she only receives \$100 per month in pay.

MOTION was made by Elizabeth Campbell to increase Janet Bold's compensation to \$200 per month effective February, 1995.

MOTION was seconded by Patricia Stone.

MOTION carried by majority vote. (Bill Bold abstained)

#### OLD BUSINESS

##### 1. Late Payers.

James Nguyen provided the Board with an update of the homeowner's delinquent in their dues.

##### 2. Pet Issue

James Nguyen provided the Board with a copy of the County ordinance regarding animals, and with a suggested change in the Association's guidelines. The Board agreed to change the pertinent part of the Association's guidelines to read as follows:

##### "PETS

...fully grown.)... When outside, your pet should be on a leach or closely attended to..."

##### 3. Lights in the Parking Lot

Bill Bold will investigate additional lighting options.

## NEW BUSINESS

1. James Nguyen informed that Board that a new state law indicates that if an association has \$3 Million Dollars or more in liability insurance, then the individual homeowners cannot be held personally liable for damages caused. Mr. Nguyen conveyed Bartlein & Company's recommendation that the Association increase its insurance to \$3 Million Dollars to avoid personal liability. (Cost of approximately \$1,200 extra per year.)

After discussion,

MOTION was made by Merrill Robinson to increase the Association's insurance coverage to \$3 Million Dollars at an additional cost of approximately cost of \$1,200 per year.

MOTION was seconded by Elizabeth Campbell.

MOTION carried by majority vote.

2. James Nguyen informed the Board that a reserve study must be prepared in 1995, and he presented the Board with the following bids:

Besser & Associates	\$1,600
Kurowski & Associates	\$1,235

After discussion,

MOTION was made by Patricia Stone to accept Kurowski & Associates' bid of \$1,235 to prepare a reserve study in 1995.

MOTION was seconded by Elizabeth Campbell.

MOTION carried by majority vote.

3. James Nguyen asked to have the rain gutters cleaned as previously scheduled. The Board directed Mr. Nguyen to have them cleaned.
4. Patricia Stone, owner of unit #112, provided each Board member with a letter requesting that the Association pay for repairs to damage caused to her unit by the recent soil compaction repair work.

The Board asked Mrs. Stone to obtain bids for consideration by the Board.



5. Bill Bold reported that a tenant at unit #122, recently damaged the raingutter next to his unit in an attempt to make it quieter. James Nguyen informed the Board that he wrote a letter to the owner of the unit informing him that the tenant had damaged the raingutter, and stating that the owner would be held responsible for returning it to its pre-damaged condition. The Homeowner responded to the letter by stating that he felt that the Association should be held responsible because the raingutter was very noisy.

The Board noted that the tenant should have asked the Association to eliminate the noise, and should not have taken it upon himself to tamper with the raingutter. Bill Bold felt, however, that the homeowner should not have to pay the entire replacement cost because the raingutter was old and had depreciated.

After further discussion,

MOTION was made to charge the homeowner \$50 toward the raingutter replacement costs.

MOTION was seconded.

MOTION carried by majority vote.

James Nguyen will have the raingutter repainted as well.

6. The Board discussed various options which would allow real estate agents access to the complex. The access code method has been canceled. The matter was tabled.

#### **MEETING ADJOURNED**

1. The meeting was adjourned at 9:10 p.m.
2. The next regular meeting of the Board will be held at 6:30 p.m. on March 20, 1995 at the Association's meeting room.

**GROVE HOMEOWNERS ASSOCIATION  
RE-SCHEDULED ANNUAL MEETING  
FEBRUARY 13, 1995**

The directors present were Bill Bold, President; Patricia Stone, Vice-President; Merrill Robinson, Secretary; Elizabeth Campbell, Treasurer; Second Vice-President Louise Lang was absent.

Also present were Chris Pace (owner of #370), Tom Buffo, Maintenance Chairperson, and James Nguyen of Bartlein & Company.

The meeting was called to order at 6:30 P.M. by Bill Bold.

- . Proof of Notice (2/1/95)
- . 77 proxies to Board
- . Ratify actions taken at original Annual Meeting 1/23/95

Meeting was adjourned at 6:45 P.M.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MARCH 30, 1995**

**PRESENT**

The Directors present were Bill Bold, President; Patricia Stone, First Vice-President; Louise Lang, Second Vice-President; and Elizabeth Campbell, Treasurer; Secretary Merrill Robinson was absent.

Also present were Craig Jacobsen (owner of #225), Commodore Dixon (owner of #129), Tom Buffo, Maintenance Chairperson, and James Nguyen of Bartlein and Company.

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:45 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of February 13, 1995 regular meeting of the Board were unanimously approved.

**REQUESTS BY HOMEOWNERS**

1. Craig Jacobsen, owner of #225, informed the Board that rain water is still leaking into his unit despite Ramstrum Construction's previous attempts to identify and repair the problem. That Board noted that the Association's insurance policy carries a \$1,000 deductible and that each homeowner is responsible for repairs to the inside of his unit in any event. Mr. Jacobsen will have another contractor inspect his unit in an attempt to find the source of the problem, and will inform the Board of its findings.
2. The Board unanimously approved it's previous telephone vote which authorized repairs at unit #113 for new cracks caused to the unit during the recent soil compaction work.
3. Bill Bold reported that units #304\#305 and #366\#367 recently complained about water accumulating on the common deck in front of their units. Mr. Bold stated that he received a bid of \$1,200 for each common deck. Mr. Bold will investigate additional repair options for consideration by the Board. The matter was tabled.

4. Patricia Stone, owner of unit #112, presented the Board with Ramstrum Construction's bid of \$1,783.19 for the repair of damage caused to her as a result of the recent soil compaction work. The Board requested that Ms. Stone obtain an additional bid as well.

MOTION was made by Louise Lange to direct Bill Bold to review each bid for the repair of the damage caused to unit #112 as a result of the recent soil compaction work, and to select the best bid and go forward with the project.

MOTION was seconded by Elizabeth Campbell.

MOTION carried by majority vote. (Patricia Stone abstained)

#### COMMITTEE REPORTS

1. Treasurer's Report.

Beginning Balance	\$ 7,885.39
Total Revenue	24,257.52
Reserve Expenditures	15,912.78
Total Expenditures	33,626.64
Transfer From Reserve	10,000.00
Current Balance	\$ 8,516.27

The Board approved the February, 1995 Treasurer's Report as presented.

James Nguyen presented each Board member with the 1994 financial report which was prepared by the accounting firm of Hudson & Company. Mr. Nguyen also returned the 1994 Treasurer's packets to the Board.

2. Maintenance Report.

1. Bill Bold reported that water is seeping through the tiles and into the wall in the pool shower room. He presented two bids for consideration from Ramstrum Construction:

\$5,000 (includes entire floor)

\$2,100 (includes portion of floor)

MOTION was made by Louise Lange to accept the \$2,100 bid to repair the shower room.

MOTION was seconded by Patricia Stone.

MOTION carried by majority vote.

Bill Bold will also check the drain in the shower room floor to see whether it is working properly.

2. Bill Bold reported that Ramstrum Construction completed another siding project at #122.
3. The Board unanimously agreed to have the gutters cleaned 4 times per year.
4. Bill Bold reported that Ramstrum Construction is doing dryrot reconstruction near the front gate. The area was damaged by water coming from the sprinklers.
5. Bill Bold reported that the patio at unit #269 is in need of soil compaction repair, even though it was not listed in the engineer's report. Mr. Bold relayed that Carter Construction will repair the patio for an additional cost of approximately \$2,500.

MOTION was made by Louise Lange to include the patio at unit #269 in the soil compaction work to be done, at an additional cost of approximately \$2,500.

MOTION was seconded by Patricia Stone.

MOTION carried by majority vote.

6. Tom Buffo provided the Board with an update on his survey of landscape lights in need of repair throughout the complex.
7. The Board authorized Bartlein & Company to pay Carter Construction's invoice in the amount of approximately \$20,685.
8. The Board discussed the compensation currently paid to Bill Bold for his services as the Association's maintenance chairperson. It was noted that Mr. Bold does an excellent job and that he should receive an increase in pay.

MOTION was made by Elizabeth Campbell to increase Bill Bold's compensation to \$200 per month effective April, 1995.

MOTION was seconded by Patricia Stone.

MOTION carried by majority vote. (Bill Bold abstained)

### 3. Gardening Report

1. Bill Bold reported that several trees were trimmed due to damage caused during the recent rains.
2. Bill Bold reported that the mud flow near the car wash area appears to have stopped.
3. Bill Bold reported that Progressive Landscape installed root barriers in the parking lot area as previously authorized.

### OLD BUSINESS

#### 1. Late Payers.

James Nguyen provided the Board with an update of the homeowner's delinquent in their dues.

MOTION was made by Louise Lange to direct Bartlein & Company to file a small claims against Wilson, owner of #114, in an attempt to collect the past association fees due.

MOTION was seconded by Patricia Stone.

MOTION carried by unanimous vote.

#### 2. Realtor Access

The Board discussed the installation of a lock box at the front gate which would allow realtors access to the complex in connection with the sale of units. After discussion,

Bill Bold will check into the installation. The Association agrees to reimburse Bartlein & Company for a lock box and any other associated costs.

MOTION was made by Louise Lange to install a lock box at the front gate for an installation cost of no more than \$200.

MOTION was seconded by Elizabeth Campbell.

MOTION carried by unanimous vote.

### NEW BUSINESS

Louise Lange presented the Board with a letter of resignation. The Board thanked her for all of the hard work she has done over the years on behalf of the Association. She was presented with a gift certificate in appreciation for her efforts.

**MEETING ADJOURNED**

1. The meeting was adjourned at 9:30 p.m.
2. The next regular meeting of the Board will be held at 6:30 p.m. on April 10, 1995 at the Association's meeting room.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
APRIL 10, 1995**

**PRESENT**

The Directors present were Bill Bold, President; Patricia Stone, First Vice-President; Merrill Robinson, Secretary; and Elizabeth Campbell, Treasurer; 2ND V.P. - VACANT

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Steve Hernandez, owner of 7630 #243  
Nancy Rennie, owner of 7630 #239  
Bill Tomlin, owner of 7630 #340  
Anna Escobar, owner of 7630 #240  
Lucy Luciano, owner of 7630 #339  
Bill Byars, owner of 7630 #244

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of March 30, 1995 regular meeting of the Board were unanimously approved.

**REQUESTS BY HOMEOWNERS**

1. The homeowners in attendance addressed several issues, including:
  - \* Providing realtors with access to the complex for the purpose of showing units for sale.
  - \* Construction workers using electricity and water from private patio areas without permission.
  - \* Water flowing onto the complex from a drain located on the neighboring school's property.
  - \* Animal control.
  - \* Students jumping a fence near the school to gain access to the complex.



## 2. Damage Caused by Soil Compaction Repairs

Patricia Stone, owner of unit #112, presented the Board with a bid of \$1,738.19 from Ramstrum Construction for the repair of damage caused to the interior of her unit during the recent soil compaction repairs. The Board requested that Mrs. Stone obtain an additional bid for its consideration. The matter was tabled.

### COMMITTEE REPORTS

#### 1. Treasurer's Report.

Beginning Balance	\$ 8,516.27
Total Revenue	26,258.70
Reserve Expenditures	11,214.72
Total Expenditures	27,907.46
Income Tax Payment	3,991.00
Current Balance	\$ 2,876.51

The Board approved the March, 1995 Treasurer's Report as presented.

#### 2. Maintenance Report.

1. Bill Bold reported that repair of the shower room near the pool area is almost complete.
2. The Board discussed whether to resurface the common decks at 7606 #304/#305 and 7638 #366/#367 at a cost of approximately \$1,200 each. Previously, residents of the units complained of water puddling on the decks. The Board discussed the matter in detail and agreed to inspect the decks during the next rain. The matter was tabled and will be readdressed at that time.
3. Bill Bold informed the Board that the previously authorized purchase of an "exit" sign to be installed in the weightroom will cost approximately \$255. The Board unanimously approved the expenditure.

#### 3. Gardening Report

1. Merrill Robinson presented the Board with a bid of \$1,270 from Progressive Landscaping to relandscape the grounds surrounding building 7620. After discussion,

**MOTION** made by Merrill Robinson to accept Progressive Landscaping's bid of \$1,270 to relandscape the grounds surrounding building 7620.

**MOTION WAS SECONDED** by Elizabeth Campbell.

**MOTION PASSED BY UNANIMOUS VOTE.**

Ms. Robinson will direct Progressive to grade the grounds to allow for proper water drainage away from the building. Also, she will ask Progressive to put the fence back up.

2. The Board noted that a water line accidentally left by the parking lot possibly by Progressive Landscaping was ran over by a vehicle and broken. Merrill Robinson will ask Progressive to be more careful.

#### **OLD BUSINESS**

1. **Late Payers.**

James Nguyen provided the Board with an update of the homeowner's delinquent in their dues.

Mr. Nguyen reported that a small claims action is scheduled to be heard on April 28, 1995 for collection of \$2,009.40 in past due Association fees from unit #114 (Wilson). Mr. Wilson contacted Bartlein & Company and said the entire amount due would be paid by May 20, 1995. A stipulated judgment will be entered into at the hearing.

2. **Lock Box for Installation at Front Gate**

As previously authorized, James Nguyen delivered to the Board a lock box issued to Bob Bartlein by the Board of Realtors.

**MOTION** made by Patricia Stone to accept the lock box with the understanding that the Association will be responsible for its replacement in the event it is lost, damaged or destroyed.

**MOTION WAS SECONDED** by Elizabeth Campbell.

**MOTION PASSED BY UNANIMOUS VOTE.**

The Board addressed the issue of allowing realtors access to the complex for the purpose of showing units for sale. After an extensive discussion, the Board agreed to install the lock box on the panel located at the front of the complex, and to keep a gate code number in it for use by realtors who need to obtain access to the complex. This method will be on a

trial basis, and the code contained in the box will be periodically changed to help ensure that it is not abused.

Further, the Board discussed whether to extend the open house hours.

**MOTION** made by Merrill Robinson to keep the front gate open for open houses on the second and last Sunday of each month, from 1:00 p.m. to 5:00 p.m., on a trial basis.

**MOTION WAS SECONDED** by Elizabeth Campbell.

**MOTION PASSED BY MAJORITY VOTE.** (Patricia Stone opposed.)

#### **NEW BUSINESS**

James Nguyen reported that the Association has begun accepting bids for repainting the complex.

#### **MEETING ADJOURNED**

1. The meeting was adjourned at 9:30 p.m.
2. The next regular meeting of the Board will be held on May 22, 1995 at 6:30 p.m.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MAY 22, 1995**

**PRESENT**

The Directors present were Bill Bold, President; Patricia Stone, First Vice-President; Merrill Robinson, Secretary; and Elizabeth Campbell, Treasurer.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Tom Buffo, Maintenance Chairperson

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of April 10, 1995 regular meeting of the Board were unanimously approved.

**REQUESTS BY HOMEOWNERS**

1. In response to a letter from Bartlein & Company asking for their removal, Mr. Giacomazzi (7620 #321) requested permission to leave his planters hanging on the siding of his building.

The Board discussed the request and noted that in order to keep uniformity the Board denied Mr. Giacomazzi's request.

2. Mr. Giacomazzi (7620 #321) requested that the Board replace the fascia located in the front of his unit.

The Board agreed that the fascia will be replaced in the future.

3. Patricia Stone, owner of unit #112, presented the Board with a bid of \$1,450 from Greg Brown Construction for the repair of damage caused to the interior of her unit during the recent soil compaction repairs.

**MOTION** made by Merrill Robinson to accept Greg Brown Construction's bid of \$1,450 to repair the damage caused to the interior of unit #112 during the recent soil compaction repairs.

**MOTION WAS SECONDED** by Elizabeth Campbell.

**MOTION PASSED BY MAJORITY VOTE.** (Patricia Stone abstained.)

4. The Board received a report that a newspaper ad states that attic of unit #368, which is for sale, can be used as a storage area. The Board noted that owners are only allowed to use the attics to gain access to their furnace, and that nothing can be stored therein. Bartlein & Company will write a letter to the owner of the unit to remind him or her that the attic cannot be used as storage area.

The Board asked James Nguyen clarify this issue in the resident guidelines when revised.

5. The Board received complaints about the number of bird feeders at unit #223. The resident of the unit has several bird feeders on her balcony which causes a bad stench and unsightly bird droppings in the area. Bartlein & Company will write a letter asking the owner to have the tenant(s) deal with the problem.

#### COMMITTEE REPORTS

1. Treasurer's Report.

Beginning Balance	\$ 2,876.51
Total Revenue	23,760.50
Operating Expenses	13,787.31
Reserve Expenditures	47,554.62
Total Expenditures	61,341.93
Transfer to Reserve	5,295.08
Transfer from Reserve	55,000.00
Current Balance	\$15,000.00

The Board approved the April, 1995 Treasurer's Report as presented.

2. Secretary's Report.

Merrill Robinson read the letters from homeowners to the Board.

3. Gardening Report.

Merrill Robinson provided the Board with a brief update concerning landscape issues within the complex. She expressed frustration with Progressive Landscaping in that it has been late in starting previously approved projects. James Nguyen will contact Progressive.

4. Maintenance Report.

1. Bill Bold reported that the Fire Department experienced difficulty in gaining access to the complex because the vault key does not consistently work. The lock is being repaired.
2. Bill Bold reported that the pedestrian gate is temporarily out of order.
3. Tom Buffo gave an update on his maintenance efforts.
4. Bill Bold reported that the front gate was recently bent by a UPS truck. UPS' insurance will pay for the gate repair (appx. \$180).
5. Bill Bold reported that he and Larry Ramstrum performed a walk-through of the complex and found that approximately 24 more units are in need of siding repairs. The Board estimated that the project will take approximately 3 years to complete, at a cost of approximately \$150,000.

Bill Bold stated that Ramstrum Construction has not been timely in its recent siding repairs, and asked whether the Board wanted to have another contractor do some of the siding repairs. The Board tabled the matter for future consideration.

6. James Nguyen presented the Board with the following bids to paint the exterior of the complex:

Fuentes Painting	\$143K
Doukas Painting	\$147K
Pacific Painting	\$190K

The Board discussed the possibility of having the lattices and light fixtures painted, and the unit numbers replaced by the painters as well. James will ask Fuentes and Doukas to meet with him and Bill Bold and will also ask for revised bids.

Bill Bold reported that he directed Ramstrum Construction to complete the installation of scupper extensions to all remaining buildings prior to painting.

7. James Nguyen reported that the soil compaction repairs will likely be complete by mid-July.
8. Bill Bold reported that unit #114 of building 7624 continues to experience cracking as a result of the recent soil compaction work. Carter Construction has advised that the unit should be inspected after the cracking has ceased.

#### OLD BUSINESS

##### 1. Late Payers.

1. James Nguyen provided the Board with an update of the homeowner's delinquent in their dues.
2. James Nguyen reported that unit #110 (Baracosa) is an equity-shared unit, and asked the Board whether it wanted to file a small claims action against the possible co-owner of the unit who lives in Santa Barbara. The Board directed Mr. Nguyen to file the action.
3. James Nguyen reported that unit #268 (Adams) was assessed \$1,000 for the insurance deductible incurred in connection with the recent fire at the unit. The fire was related to a barbecue.

#### NEW BUSINESS

James Nguyen reported that the Association's CD at La Cumbre Savings will mature on May 29, 1995 (balance is appx. \$75,519). The Board unanimously agreed to have the CD renewed for a 90-day period at La Cumbre Savings.

#### MEETING ADJOURNED

1. The meeting was adjourned at 8:45 p.m.
2. The next regular meeting of the Board will be held on June 12, 1995 at 6:30 p.m.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
JUNE 12, 1995**

**PRESENT**

The Directors present were Bill Bold, President; Merrill Robinson, Secretary; and Elizabeth Campbell, Treasurer. First Vice-President Patricia Stone was absent.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Cristine Green, owner of unit #322  
Mark and Cheryl Melson, owners of unit #353  
Marie Hayes, owner of unit #320

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of May 22, 1995 regular meeting of the Board were unanimously approved.

**REQUESTS BY HOMEOWNERS**

1. Marie Hayes, owner of unit #320, requested that Progressive Landscape not work on holidays (during the week) because noise caused by its power tools may be interfering with the residents' quiet enjoyment of their units. The Board discussed the matter and agreed to ask Progressive not to use power tools on holidays. She also asks that Progressive not park by entry and exit gates.
2. Marie Hayes, owner of unit #320, informed the Board that her railing is wobbly and may be in need of repair. The Board agreed to inspect it.
3. Christine Green, owner of unit #322, complained about the number of bird feeders at unit #223. The resident of the unit has some bird feeders on her balcony which causes a bad stench and unsightly bird droppings in the area. The Board noted that Bartlein & Company has previously written letters to the owner asking that the problem be addressed. A more firm letter will be written.



4. The Board was informed that a flier regarding the sale of unit #321 states that it has two bedrooms, when in fact it has one bedroom and a den. Concern was expressed over the discrepancies in the occupancy limits for a two bedroom as opposed to a one bedroom unit and the sales price which may affect other 2 bedroom units. James Nguyen will call the realtor and owner of the unit to discuss the problem.
5. In response to the Board's previous denial of Mr. Giacomazzi's request to leave his planters hanging on the side of his building, he wrote the Board a letter in which he listed other units which may be in violation of the non-modification rule as well.

The Board directed James Nguyen to write a letter of response to Mr. Giacomazzi which sets forth the Board's appreciation for his bringing other violating parties to the Board's attention, and which again directs him to take the planters at his unit down.

6. The Board received a complaint about a small white dog residing at building 7364, unit #127. James Nguyen will write a letter to the owner of the unit.

#### COMMITTEE REPORTS

1. Treasurer's Report.

Beginning Balance	\$15,000.00
Total Revenue	26,279.70
Operating Expenses	20,820.70
Reserve Expenditures	28,995.50
Total Expenditures	49,816.20
Transfer from Reserve	20,000.00
Current Balance	\$11,463.50

The Board approved the May, 1995 Treasurer's Report as presented.

2. Secretary's Report.

Merrill Robinson read the letters from homeowners to the Board.

3. Gardening Report.

1. Bill Bold reported that Ramstrum Construction recommends that the greenery and dirt touching the siding of the buildings be moved back a bit to help prevent dry rot. Merrill Robinson will speak with Progressive Landscape about it.

2. Bill Bold reported that in various spots throughout the complex ivy is growing up underneath the siding. Merrill Robinson will ask Progressive Landscape to cut it off and let it die.
3. Merrill Robinson will ask Progressive Landscape to plant foliage in front of the water shut-off pipe at building 7630, near unit #242.
4. Bill Bold reported that a walkway at the north side of building 7630 gets extremely flooded and needs to be replaced. Merrill Robinson will speak with Progressive Landscape about leveling out the grounds near the walkway, and Bartlein & Company will obtain bids to have the actual walkway replaced.
5. The Board noted that many down spouts do not connect with the drains anymore as a result of the recent soil compaction work. Merrill Robinson will ask Progressive Landscape to repair as needed.

4. Maintenance Report.

1. Bill Bold gave the Board an update of Ramstrum Construction's siding and scupper projects within the complex.
2. The Board agreed to have any leaves accumulated on roofs removed the next time the gutters are cleaned.
3. James Nguyen reported that the soil compaction work is about 98% complete.
4. James Nguyen reported that the interior repairs to unit #112 are now finished.
5. James Nguyen presented the Board with the following revised bids to paint the exterior of the complex:

Fuentes Painting	\$146.6K
Doukas Painting	\$150K

The Board reviewed the bids in detail and noted that they include the application of a sealer around the lower portions of the buildings, painting the personal lattice work, and painting the front doors and ground lights.

The Board reviewed the two bids in detail. After discussion,

**MOTION** made by Elizabeth Campbell to accept Fuentes Painting's bid of \$146.6K to paint the exterior of the complex.

**MOTION WAS SECONDED** by Merrill Robinson.

**MOTION PASSED BY MAJORITY VOTE.** (Bill Bold and Merrill Robinson signed the contract.)

James Nguyen noted that the Association only has approximately \$138,000 set aside in the reserve account for painting.

#### **OLD BUSINESS**

1. **Late Payers.**

1. James Nguyen provided the Board with an update of the homeowner's delinquent in their dues.
2. James Nguyen reported that a small claims date has been set for June 30, 1995 for #110 regarding fees in arrears.

#### **NEW BUSINESS**

The Board noted that the owner of unit #264 purchased the property after the owner-occupancy rule went into effect, but never actually lived in the unit as required. James Nguyen has written letters to the owner requesting compliance to the rule to no avail. The Board directed Mr. Nguyen to write another letter to the owner explaining that the Association's attorney may become involved if no remedial action is taken.

#### **ITEMS FOR NEWSLETTER**

- \* All personal items currently attached to or hung on the outside of the buildings must be taken down prior to the commencement of the painting project. Please remember that all wall hangings are in violation of the CC&Rs in any event.
- \* All bikes located in the bike storage area must be removed prior to the up-coming painting project.
- \* The tentative painting scheduled will begin in the near future.

**MEETING ADJOURNED**

1. The meeting was adjourned at 8:45 p.m.
2. The next regular meeting of the Board will be held on July 10, 1995 at 6:30 p.m.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
JULY 10, 1995**

**PRESENT**

The Directors present were Bill Bold, President; First Vice-President, Patricia Stone; Merrill Robinson, Secretary; and Elizabeth Campbell, Treasurer.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Dawn Williamson, tenant of unit #223

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The Board reviewed the Minutes of the June 10, 1995 regular meeting of the Board. After discussion,

**MOTION** made by Elizabeth Campbell to accept the Minutes of the June 10, 1995 regular meeting of the Board as presented.

**MOTION WAS SECONDED** by Patricia Stone.

**MOTION PASSED BY UNANIMOUS VOTE.**

**REQUESTS BY HOMEOWNERS**

1. Dawn Williamson, a tenant of unit #223, attended the meeting in response to a letter she received from Bartlein & Company concerning the number of bird feeds located in the patio area of her unit. Ms. Williamson indicated a willingness to work with the Board to resolve any problems concerning the feeders.

Ms. Williamson stated that she currently has only one regular bird feeder, and that she believes that it does not cause a nuisance to her neighbors. The Board informed Ms. Williamson that it has received several complaints about unsanitary conditions caused by the birds. In response, Ms. Williamson indicated that the matter is under control and that she will gladly readdress the issue if additional complaints are received.

The Board discussed the matter and agreed that Ms. Williamson should approach her neighbors to confirm that the bird feeder is not an nuisance to them.

The Board will inform the residents who previously complained about its discussion with Ms. Williamson, and will tell them to attempt to resolve the matter between themselves in the future.

2. The Board received a letter from the owner of unit #370 asking that his siding be repaired. Bill Bold will inspect the area of concern.
3. The Board received a letter which expressed concerns about possible fumigation needs within the complex. The Board discussed the matter in detail and directed James Nguyen to write a letter of response which explains that although a complex fumigation has not been budgeted for at this time, the complex is spot treated on an as-needed basis.

The Board noted that no major infestation problems have been discovered despite extensive siding repairs and various home sale inspections.

The Board will consider adding fumigation as a reserve item when preparing the 1996 budget.

#### COMMITTEE REPORTS

##### 1. Treasurer's Report.

Beginning Balance	\$11,463.50
Total Revenue	26,053.10
Operating Expenses	12,162.80
Reserve Expenditures	3,554.00
Total Expenditures	15,716.80
Transfer to Reserve	6,799.80
Current Balance	\$15,000.00

The Board approved the June, 1995 Treasurer's Report as presented.

##### 2. Secretary's Report.

Merrill Robinson read the letters from homeowners to the Board.

### 3. Gardening Report.

1. Merrill Robinson reported that the trimboard (cap) underneath the planters at unit #213, building 7610, are rotting and need to be removed. James Nguyen will send a letter to the owners of the unit stating that the planters must be removed.
2. Merrill Robinson informed the Board that Progressive Landscape suggests that three new drains be installed near the school instead of regrading and recementing as the Board has previously discussed.

Merrill Robinson reported that part of the slab in the subject area near unit #239 has dropped approximately 1/2 inch and should also be repaired. Progressive Landscape will be providing the Board with a bid for this project.

3. Bill Bold reported that many down spouts do not connect with the drains anymore as a result of the recent soil compaction work. Bill Bold will meet with Auturo to determine which portions of the work he is able to perform.

### 4. Maintenance Report.

1. Tom Buffo provided the Board with an update on the lightening needs within the complex. James Nguyen suggested the Board consider changing the lights to sensors instead of timers. The Board discussed the matter in detail and directed James Nguyen to obtain a bid for the project.
2. Bill Bold reported that a recent inspection of the gutters on the roofs revealed that a few were deteriorated. Mr. Bold stated that the gutters were subsequently fixed and that the repair bill may be higher than originally expected.
3. Bill Bold gave the Board an update of Ramstrum Construction's siding and scupper projects within the complex.
4. Patricia Stone informed the Board that two pedestrian gates within the complex slam shut and should be fixed. Bill Bold will inspect them.
5. Bill Bold reported that Bob Brooks will be repairing several decks within the complex at a cost of approximately \$600 each.

5. Pool Report.

1. Bill Bold reported that the walkway near the rear of the pool area was recently repaired due to erosion.
2. Bill Bold reported that he repaired the water faucet located in the pool area.
3. Bill Bold reported that the pool is scheduled to close for a few days for regrouting.

OLD BUSINESS

1. Late Payers.

1. James Nguyen provided the Board with an update of the homeowner's delinquent in their dues as follows:

#101 (Straub) owes \$1,165.30. A lien was filed on March 1, 1995. The Board directed James Nguyen to file a Small Claims action against Straub to collect on the account.

#110 (Baracosa/Anolick/Seyle) owes \$1,270.80. A Small Claims judgment was received on July 7, 1995. The Judge allowed the Defendants a 90 day period within which to pay the judgment so that they can seek contribution from Baracosa.

#228 (Brady) owes \$792.60. A lien was filed on September 21, 1994. The Board directed James Nguyen to file a Small Claims action against the owner to collect on the account.

#268 (Adams) owes \$1,000 for insurance deductible assessment (fire). Mr. Adams is working with his insurance company to secure payment.

#321 (Giacomazzi) paid off the amount due towards his past balance as previously agreed. However, he has not yet made a payment toward his July association fees. The Board discussed the matter in detail and noted that its policy holds that a new lien can be filed once the new delinquency becomes thirty days delinquent. Therefore,

**MOTION** was made to keep the lien currently recorded against unit #321 in place until the Association fees have become current.

**MOTION WAS SECONDED.**

**MOTION PASSED BY UNANIMOUS VOTE.**



#359 (Sandyland) owes \$1,295.30 since July 15, 1994. A lien was filed on May 12, 1994. The current past amounts due were paid off in early May. The unit was sold in April. The Board directed James Nguyen to file a Small Claims action against Sandyland to collect the remaining past amounts due.

The Board discussed its procedures in filing small claims actions in detail.

**MOTION** was made to direct Bartlein & Company to file small claims actions against all homeowners more that \$750 past due in the association fees.

**MOTION WAS SECONDED.**

**MOTION PASSED BY UNANIMOUS VOTE.**

2. Bill Bold reported that John Carter has completed the soil compaction work and that a final walk-through is now scheduled.

#### **NEW BUSINESS**

1. James Nguyen presented the Board with a notice from First Interstate Bank concerning an Association account which it believes may be dormant because of non-activity. The Board executed the notice for return to the bank which directs it to keep the account in its active files.
2. Bill Bold informed the Board that he received a bid of \$1,000 to install a new resident directory at the front gate, and he indicated that all future changes to the directory will cost \$15.00 per change.

**MOTION** was made by Patricia Stone to accept the \$1,000 bid for the installation of a new resident directory at the front gate, and to charge each homeowner for any tenant changes to the directory which exceed one change per every 12 month period.

**MOTION WAS SECONDED** by Merrill Robinson.

**MOTION PASSED BY UNANIMOUS VOTE.**

#### **MEETING ADJOURNED**

1. The meeting was adjourned at 9:00 p.m.
2. The next regular meeting of the Board will be held on August 14 1995 at 6:30 p.m.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
AUGUST 14, 1995**

**PRESENT**

All Directors were present. (Bill Bold, Liz Campbell, Tricia Stone, Merril Robinson)

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Maria Hayes, owner of unit #320  
Anna Escobar, owner of unit #240

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of August 14, 1995 regular meeting of the Board were discussed and unanimously approved.

**REQUESTS BY HOMEOWNERS**

1. Anna Escobar expressed an interest in a position as a member of the Association's Board of Directors. The matter was tabled for further consideration.
2. Maria Hayes lodged a complaint about jack hammers being used by Carter Construction without notice to the homeowners.

**COMMITTEE REPORTS**

2000 1. **Treasurer's Report.** 2000 000 00000 00000 00/00/00

Beginning Balance	\$15,000.00
Total Revenue	25,583.90
Reserve Expenditures	41,189.84
Total Expenditures	55,652.62
Current Balance	\$14,931.28

The Board approved the July, 1995 Treasurer's Report as presented.

2. **Maintenance Report.**

1. Bill Bold reported that he fixed the front gate.
2. Bill Bold reported that the lock to the exercise room was fixed.

3. Bill Board reported that the stairs at 7636 and 7638 were repaired by Carter Construction.
4. Bill Bold reported that the stairs at 7620 have pulled away from the building due to jacking. Carter Construction will repair it.
5. Bill Bold reported that Carter Construction is repairing a patio at 2602 #206.

#### OLD BUSINESS

1. The Board received a request from Craig Jacobson for the Association to repair or to reimburse homeowners for interior damage caused by the soil compaction problem. The Board discussed the matter and agreed that all interior damage is the responsibility of each homeowner. However, the Board will consider assisting with any such costs after the exterior work is complete.

#### 2. Late Payers.

James Nguyen provided the Board with an update of the homeowner's delinquent in their dues as follows:

- \* #101 (Straub-Wendt) owes \$702.30. A lien was filed on March 1, 1995. The homeowner has agreed to pay the balance due in two months.
- \* #110 (Baracosa/Anolick/Seyle) owes \$1,270.80. A lien was filed on December 231, 994. A small claims judgment was received on July 7, 1995. The balance outstanding must be paid within 90 days.
- \* #201 (Willits) owes \$438.40.
- \* #228 (Brady) paid the amount outstanding in full on July 12, 1995.
- \* #321 (Giacomazzi) paid the amount outstanding on July 5, 1995.
- \* #359 (Sandyland) \$1,295.30 outstanding balance of foreclosed unit.

#### 3. Painting Payment Schedule.

James Nguyen provided each Board member with a painting payment schedule. The Board directed James Nguyen to pay installment #2 due.

4. Sensors for Lights.

James Nguyen informed the Board that he has not yet received a bid for light sensors to be installed throughout the complex.

NEW BUSINESS

1. James Nguyen informed the Board that the gutters, downspouts and roofs are in the process of being cleaned. Mr. Nguyen reported that the painters suggested that the gutters be cleaned more often (currently cleaned quarterly).
2. James Nguyen informed the Board that its CD at La Cumbre expires on August 27, 1995 (\$balance \$76,577). The Board directed James Nguyen to renew for the same term. (90 DAYS)
3. The Board was informed that the owner of unit #264 has never lived in his unit despite the Association's owners only rule.

The Board discussed the matter in detail. After discussion,

MOTION WAS MADE by Merrill Robinson to direct Bartlein & Company to write a letter to the owner of the unit informing him that, if the homeowner's only violation is not remedied within 45 days, then the Association will set the issue for arbitration on October 1, 1995.

MOTION WAS SECONDED by Patricia Stone.

MOTION CARRIED BY UNANIMOUS VOTE.

NEWSLETTER ITEMS

1. If you have good news to share with your neighbors, then please call Bartlein & Company and it will be published in the newsletter. (Baby's arrival, anniversary, marriage, etc.)
2. Please make sure that the pool gate is locked when you leave.
3. Ramstrum Construction has informed us that dogs urinating on patios has caused significant damage to some patios. Please note that the cost to repair any such damage will be charged to the respective homeowner.
4. Please do not take the batteries from the stationary bikes in the exercise room.

**MEETING ADJOURNED**

1. The meeting was adjourned at 8:35 p.m.
2. The next regular meeting of the Board will be held on September 18, 1995 at 6:30 p.m.

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**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
SEPTEMBER 18, 1995**

<b>President:</b>	<b>Bill Bold</b>
<b>Vice-President:</b>	<b>Patricia Stone</b>
<b>Secretary:</b>	<b>Merrill Robinson</b>
<b>Treasurer:</b>	<b>Elizabeth Campbell</b>

**PRESENT**

All Directors were present.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Rosemary Varga, owner of unit #120  
Steve Wright, son of Dan Wright, owner of unit #264  
Michelle Wilkenson, tenant of unit #264

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of August 28, 1995 regular meeting of the Board were discussed. Patricia Stone stated that the minutes should reflect that, at last month's meeting of the Board, Marie Hayes complained about Ramstrum Construction's delay in completing the repairs to her deck.

Further, the Board noted that a couple of unit and building numbers were incorrect in the minutes.

After further discussion,

**MOTION WAS MADE** by Merrill Robinson to accept the minutes of the August 28, 1995 regular meeting of the Board as amended to include the information concerning Marie Hayes complaint about Ramstrum Construction's delay in completing the repairs to her deck, and to change the incorrect unit numbers.

**MOTION WAS SECONDED** by Patricia Stone.

**MOTION CARRIED** by unanimous vote.

### REQUESTS BY HOMEOWNERS

1. Steve Wright appeared on behalf his father Dan Wright who is the owner of unit #264. With him was Michelle Wilkenson, the tenant of the unit.

Steve Wright indicated that his father asked him to attend the meeting while he was out of town, in response to Bartlein & Company's letter dated August 17, 1995 concerning his violation of the owner's-only rule.

Steve Wright indicated that his father intends to enter into an agreement whereby Michelle Wilkenson obtains an ownership interest in the property, which will therefore place him in conformance with the owner's only rule. Steve Wright stated that his father has owned units in the complex prior to the adoption of the subject rule, and that he probably did not realize that he would have to reside in the unit for a period of time.

Steve Wright stated that he believed that the ownership interest in the property would be transferred to Michelle Wilkenson by the October 1, 1995 deadline date.

After Mr. Wright and Ms. Wilkenson left the meeting, the Board noted that Ms. Wilkenson has been reported to the police in the past for harassing other residents. James Nguyen will write a letter to the owner of the unit informing him of Ms. Wilkenson's behavior.

2. The Board received complaints about blowers being used in unusual places throughout the complex. Merrill Robinson will speak with the gardeners about it.
3. The Board received a letter from the owner of building 7630, unit #342, which complains about a cat scratching the hood of his vehicle.

The Board noted that cats roaming throughout the complex has been a debated issue for quite some time.

4. Rosemary Varga, owner of unit #120, requested permission to install lattice at her unit. The Board indicated that it will provide her with the specifications to be adhered to, and Rosemary Varga stated that she will submit a formal request to the Board for consideration.
5. Rosemary Varga, owner of unit #120, reported an ant infestation around her unit. James Nguyen suggested that she use ant traps. Ms. Varga may have termites and will call Bartlein & Company back in that regard.

## COMMITTEE REPORTS

### Treasurer's Report

Bill Bold present the August, 1995 Treasurer's Report to the Board as follows:

Beginning Balance	\$14,931.28
Total Revenue	25,146.70
Reserve Expenditures	12,438.17
Total Expenditures	52,745.18
Current Balance	\$12,332.80

Bill Bold stated that he believes that the Repairs and Maintenance budget will be exceeded upon the Association's receipt of outstanding invoices, and he suggested to the Board that it only perform those maintenance projects which are necessary for the remainder of the year.

The Board agreed to have only those projects which are necessary completed for the remainder of the year.

The Board approved the August, 1995 Treasurer's Report as presented.

### MAINTENANCE REPORT

1. Bill Bold reported that Ramstrum Construction performed dryrot repairs at building 7628.
2. Bill Bold reported that Ramstrum Construction repaired the waterproofing, and installed a french drain and sump pump at unit #106.
3. Bill Bold stated that he had informed Arturo that the down spouts within the complex need to be fixed so that the water goes directly into the drains. Arturo has been fixing the drains accordingly and will be proving estimates to the Association as the projects progress.

The Board noted that the costs of this project should be paid from the soil compaction settlement fund.

4. Bill Bold noted that Arturo is to make sure that the sprinklers do not hit the building.
5. Bill bold reported that Ramstrum Construction discovered dryrot damage at building 7620 caused by a bench installed by the previous owner of a unit.

The Board discussed the problem of allowing even dry structures to contact the building.



6. Bill Bold reported that the Association recently bought a bulk amount of replacement sidings as the company manufacturing it is discontinuing it.
7. Bill Bold reported that the lettering on the directory at the front gate is being vandalized. He will obtain information on installing a plastic cover for it.
8. Bill Bold informed the Board that he ordered several new unit numbers as some of the old ones have fallen apart when handled by the painters.
9. Merrill Robinson informed the Board that the painters are being careless with the foliage throughout the complex and that many plants have therefore died. Also, the painters also have not been cleaning up after themselves. James Nguyen will speak to them about the problem.

The Board authorized Bartlein & Company to pay to the painters the \$12,000+ currently due.

10. Bill Bold reported that he removed graffiti from a fence within the complex. Patricia Stone indicated that the wall in between the school and complex has also been graffitied. Bill Bold will have it cleaned.
11. Bill Bold reported that the complex received a letter from the owner of building 7606, unit 206, which complained about a crack in the concrete in front of her unit which widened when the building was jacked up by Carter Construction.

The Board noted that although it attempted to have the concrete patched, the owner told the worker to leave it alone. The Board agreed to have the area resurfaced.

12. The Board received the following bids to install sensor lights within the complex:

Glidden: \$200 per unit; 14 all together -- \$2,800  
Larsen: \$4,500 for 34 photocells

The Board discussed the matter and agreed to table it for further consideration.

#### Landscape Committee

1. Merrill Robinson stated that Arturo is behind in his work, despite repeated requests to get various items done. James Nguyen will speak with him about it.

2. Merrill Robinson reported that Marie Hayes, owner of unit #320, requested that new plants be planted near the stairs leading to her unit. Merrill Robinson will ask Arturo for suggestions in that regard.
3. James Nguyen informed that Board that, although leaves were recently removed from the roofs by Merit six weeks ago, they are already cluttered with leaves again.

The Board noted that other cleaning services would likely charge a higher price to clean the roofs. The matter was tabled.

#### Items for the Newsletter

1. Areas throughout the complex will be replanted once the painting is complete.
2. If you have good news to share with your neighbors, then please call Bartlein & Company and it will be published in the newsletter. (Baby's arrival, anniversary, marriage, etc.)
3. Please do not allow any items (dry or wet) to touch the sides of the buildings. This, too, causes dryrot.

#### OLD BUSINESS

##### 1. Late Payers.

James Nguyen provided the Board with an update of the homeowner's delinquent in their dues as follows:

- \* #101 (Straub-Wendt) owes \$428.00. A lien was filed on March 1, 1995.
- \* #110 (Baracosa/Anolick/Seyle) owes \$1,279.80. A lien was filed on December 231, 994. A small claims judgment was received on July 7, 1995. The balance outstanding must be paid within 90 days.
- \* #114 (Southwest Harvard Group) owes \$287.70.
- \* #201 (Willits) owes \$589.10.
- \* #359 (Sandyland) \$1,295.30 outstanding balance of foreclosed unit.
- \* #264 (Dan Wright) has property listed with Santana Properties as of August 11, 1995. Per conversation on August 25, 1995, the owner is considering putting tenant on title.

### NEW BUSINESS

1. James Nguyen suggested the Board close its bank account with Santa Barbara Bank & Trust (2.6% interest) and open an account at Glendale (5% interest).

**MOTION WAS MADE** by Merrill Robinson to close the Association's bank account at Santa Barbara Bank & Trust, and then transfer the funds to an account at Glendale.

**MOTION WAS SECONDED** by Patricia Stone.

**MOTION CARRIED** by unanimous vote.

2. Merrill Robinson stated that the Association's suggestion box is confusing because it says "mail" on the front of it. James Nguyen will have a new sign made.

### MEETING ADJOURNED

1. The meeting was adjourned at 8:45 p.m.
2. The next regular meeting of the Board will be held on October 9, 1995 at 6:30 p.m.

**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
OCTOBER 9, 1995**

<b>President:</b>	<b>Bill Bold</b>
<b>Vice-President:</b>	<b>Patricia Stone</b>
<b>Secretary:</b>	<b>Merrill Robinson</b>
<b>Treasurer:</b>	<b>Elizabeth Campbell</b>

**PRESENT**

All Directors were present except for Elizabeth Campbell.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Carin Katz, owner of unit #304

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The minutes of September 18, 1995 regular meeting of the Board were discussed and approved.

**REQUESTS BY HOMEOWNERS**

1. Carin Katz, owner of unit #304, reminded the Board that she had previously requested that her front patio area be resurfaced due to extensive flooding in the area. Carin Katz stated that although there is no danger of anyone falling in the area, she would like it done as soon as possible.

The Board discussed the matter and noted that the project had not yet been done due to budgetary reasons (it will cost \$1,200 per unit).

After Carin Katz left the meeting, the Board noted that it may have approximately \$90,000 left in the soil compaction settlement account after all repairs have been made. After further discussion,

**MOTION MADE** by Patricia Stone to have Carin Katz's front patio area repaired at an approximate cost of \$1,200.

**MOTION SECONDED** by Merrill Robinson.

**MOTION CARRIED** by unanimous vote.

2. Bill Bold indicated that Sylvia Stallings of unit # 364 (7638) may be interested in becoming a Board member. Bill Bold will speak with her about it further.

#### COMMITTEE REPORTS

##### Treasurer's Report

James Nguyen presented the September, 1995 Treasurer's Report to the Board as follows:

Beginning Balance	\$12,332.80
Total Revenue	24,853.20
Reserve Expenditures	36,649.99
Total Expenditures	60,600.74
Transfer From Reserves	86,035.82
Current Balance	\$15,000.00

The Board approved the September, 1995 Treasurer's Report as presented.

##### MAINTENANCE REPORT

1. Bill Bold reported that a railing within the complex was recently fixed.
2. Bill Bold reported that he walked through the complex to determine the number of items that are hanging on the walls in violation of the Association's CC&Rs. The Board noted that any such items may cause damage to the siding. James Nguyen will write a letter to each violating homeowner asking that the items be removed.
3. Bill Bold reported that he received the first shipment of new unit numbers.
4. James Nguyen reported that he contacted Hilton (7602 #206) with regard to repairing her front porch. However, Ms. Hilton indicated that she wants the entire area replaced instead of repaired. James Nguyen indicated that both contractors who bid on the project indicated that replacement is not necessary or reasonable (\$300 Brooks/\$100 Carter for repair).

After further discussion, the Board directed James Nguyen to call Ms. Hilton and tell her that although the Board is willing to repair the area, it will not replace it.

MOTION MADE by Patricia Stone to accept Brook's bid of \$300 to have the patio at building 7602 unit #206 repaired.

MOTION SECONDED by Merrill Robinson.

MOTION CARRIED by unanimous vote.

#### Landscape Committee

1. Merrill Robinson was happy to report that Arturo's work habits have improved.
2. The Board received a complaint about blower usage. The Board noted that the blower was being used within the specified time frame of 1:00 p.m. to 3:00 p.m. Further, the Board noted that leaves will accumulate within the complex if the blower is not used.

#### Pool Report

Bill Bold reported that the pump in the Jacuzzi malfunctioned but was subsequently repaired.

#### OLD BUSINESS

##### 1. Late Payers.

James Nguyen provided the Board with an update of the homeowner's delinquent in their dues as follows:

- \* #101 (Straub-Wendt) owes \$578.70. A lien was filed on March 1, 1995.
- \* #110 (Baracosa/Anolick/Seyle) owes \$1,279.80. A lien was filed on December 23, 1994. A small claims judgment was received on July 7, 1995. The past amounts due were paid off on October 5, 1995.
- \* #114 (Southwest Harvard Group) owes \$438.40.
- \* #201 (Willits) owes \$239.80
- \* #359 (Sandyland) \$1,295.30 outstanding balance of foreclosed unit. Apparently no existing corporation in Nevada as listed; trying to track down John and Pamela Simpson (divorced in July of 1994)

- \* #264 (Dan Wright) has property listed with Santana Properties as of August 11, 1995. Tenant was served with 30/day notice on 10/05/95.

James Nguyen gave the Board a report on his efforts to locate Sandyland's most recent address for the purpose of serving a small claims action against it. The Board directed James Nguyen to continue with his efforts.

2. James Nguyen presented the Board with the following bids to install sensors for exterior lights (switching from timers):

Glidden: \$200 per unit; 14 all together -- \$2,800  
Larsen: \$4,500 for 34 photocells

The Board discussed the matter and tabled it for further consideration.

3. James Nguyen presented the Board with the following bids to have the gutters and down spouts cleaned:

H&H	\$1,836.00
Progressive	Not interested

The Board discussed the matter and tabled it for further consideration.

#### NEW BUSINESS

1. The Board members present signed the new bank card for Glendale Federal Bank. The Board agreed that the absent member, Elizabeth Campbell, need not sign the card.
2. James Nguyen presented the Board with a proposed<sup>to</sup> budget for 1996. The Association fees will be \$137 per month. The Board discussed each line item in detail and noted that lights in the parking lot area will be top priority in 1996 (approximately \$15,000).

After further discussion,

**MOTION MADE** by Patricia Stone to accept the proposed 1996 budget as amended to increase "repairs and maintenance" to \$75,000.

**MOTION SECONDED** by Merrill Robinson.

**MOTION CARRIED** by unanimous vote.

**MEETING ADJOURNED**

1. The meeting was adjourned.
2. The next regular meeting of the Board will be held on November 9, 1995 at 6:30 p.m.



**GROVE HOMEOWNERS ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
November 9, 1995**

**PRESENT**

The Directors present were Bill Bold, President; Vice-President, Patricia Stone; Merrill Robinson, Secretary. Elizabeth Campbell, Treasurer, was absent.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Mark and Cheryl Nelson, building 7634, unit 353  
Sylvia Stallings, building 7630, unit #364

**MEETING CALLED TO ORDER**

The meeting was called to order by Bill Bold at 6:35 p.m.

**MINUTES OF PRIOR MEETING**

The Board reviewed the Minutes of the October 9, 1995 regular meeting of the Board. After discussion,

**MOTION** made by Merrill Robinson to accept the Minutes of the October 9, 1995 regular meeting of the Board as amended to correct spelling errors and as amended to reflect Sylvia Stallings' unit correct address of 7638 #364.

**MOTION WAS SECONDED** by Patricia Stone.

**MOTION PASSED BY UNANIMOUS VOTE.**

**REQUESTS BY HOMEOWNERS**

1. Mark and Cheryl Nelson informed the Board that the gutters are clogged near their unit. The Board discussed various options and noted that although the roofs are cleaned on a regular basis, they quickly become cluttered again. Merrill Robinson indicated that she will ask the gardener for suggestions about the gutters.
2. Mark and Cheryl Nelson suggested that the drain in the car wash area be moved to be more effective. Bill Bold noted that the area should also be changed from blacktop to concrete.

3. Mark and Cheryl Nelson asked the Board to have the mailbox areas cleaned. Merrill Robinson will direct Progressive Landscape to do it.
4. Mark and Cheryl Nelson informed the Board that the grounds in front of their unit, facing the school, is in need of plantings. The Board noted that once the painting is complete, then new foliage will be planted in the area.
5. Mark and Cheryl Nelson informed the Board that a resident is messy when taking recyclable items from the garbage bins. Bill Bold will speak with the resident about it.
6. James Nguyen reported that the owner of unit #258 (Moody) asks that the Board inspect and repair his siding as needed. Bill Bold will check it.

#### COMMITTEE REPORTS

##### 1. Treasurer's Report.

Beginning Balance	\$15,000.00
Total Revenue	25,234.20
Operating Expenses	33,933.31
Reserve Expenditures	36,649.98
Total Expenditures	70,583.29
Transfer from Reserve	36,000.00
Current Balance	\$ 5,650.91

The Board approved the October, 1995 Treasurer's Report as presented.

##### 2. Maintenance Report.

1. Bill Bold reported that the walkway in front of Ms. Katz' unit was fixed.
2. Bill Bold informed the Board that he has been making note of the units with wall hangings and that Bartlein & Company has been sending letters to the offending owners.

The Board discussed the matter in detail and agreed that homeowners will be responsible to pay for dryrot damage caused by personal items kept in their patio area.

3. James Nguyen reported that the balcony at 7610, units #314 and #315, has a soft spot in the wood which was apparently caused by a large potted plant. The Board agreed to direct Ramstrum Construction to temporarily put plywood over the area. It will subsequently be permanently fixed with funds from the 1996 maintenance budget.

### 3. Gardening Report.

1. Merrill Robinson reported that Arturo will be working on the exposed dirt areas in Phase III. This project will be paid for from the soil compaction budget.
2. Bill Bold asked whether Progressive Landscape should redo the walkway at building 7630 due to flooding in the area. Merrill Robinson indicated that some work was already done to the area. After discussion, the Board agreed to inspect the area during the next rain.
3. The Board directed James Nguyen to pay Progressive Landscape's invoice for recent drainage work.
4. James Nguyen presented the Board with Progressive Landscape's bid of \$6,295 to trim the trees within the complex. After discussion,

**MOTION WAS MADE** by Merrill Robinson to accept Progressive Landscapes bid of \$6,295 to trim the trees within the complex.

**MOTION WAS SECONDED** by Bill Bold.

**MOTION WAS CARRIED** by unanimous vote.

Merrill Robinson informed the Board that tree maintenance should be a separate line item in future budgets as it can be quite expensive.

### OLD BUSINESS

1. James Nguyen asked the Board whether it wants to have the gutters and downspouts cleaned and the debris removed from the roof at a cost of approximately \$850. The Board discussed the matter and then directed James Nguyen to have the work done.
2. James Nguyen provided the Board with an update of homeowners late in paying their association's dues as follows:

#101 (Straub-Wendt) owes \$729.40. A lien was filed on March 1, 1995. A Small Claims action will be filed in the outstanding balance due is not paid.

#201 (Willits) owes \$390.50.

#359X (Sandyland) \$1,295.30 outstanding balance of foreclosed unit. Apparently no existing corporation in Nevada as listed. Bartlein & Company is trying to track down John and Pamela Simpson (divorced in July of 1994). The Board directed James Nguyen to send this account to a collection agency.

Dan Wright (#264) has his properly listed with Santana Properties as of August 11, 1995. The tenant was served with a 30 day notice on October 5, 1995. Bartlein & Company filed an unlawful detainer action against the tenant. The tenant filed a complaint against Bartlein & Company.

#### **NEW BUSINESS**

1. James Nguyen informed the Board that its account at First Interstate Bank is only paying 3.4%, while Great Western Bank's money market account pays 4.5%.

After discussion,

**MOTION WAS MADE** by Merrill Robinson to close the Association's account at First Interstate Bank and to open an account at Great Western Bank.

**MOTION WAS SECONDED** by Patricia Robinson.

**MOTION WAS CARRIED** by unanimous vote.

2. James Nguyen presented the Board with a letter of resignation from Treasurer Elizabeth Campbell who is moving from the area.
3. James Nguyen informed the Board that the Association's CD at La Cumbre Savings matures on November 27, 1995. After discussion,

**MOTION WAS MADE** by Patricia Stone to renew the Association's CD at La Cumbre Savings for a six month term.

**MOTION WAS SECONDED** by Merrill Robinson.

**MOTION WAS CARRIED** by unanimous vote.

4. James Nguyen presented the Board with the following bids to have a CPA perform an annual review:

Hudson & Company:	\$810.00 (did last year)
Purdy & Company:	\$775.00

After discussion the Board directed James Nguyen to hire Hudson & Company for the annual review.

5. Bill Bold stated that Sylvia Stallings, building 7630, unit #364, was interested in becoming a member of the Board. After discussion,

**MOTION WAS MADE** by Patricia Stone to appoint Sylvia Stallings as a member-at-large.

**MOTION WAS SECONDED** by Merrill Robinson.

**MOTION WAS CARRIED** by unanimous vote.

**MEETING ADJOURNED**

The meeting was adjourned. The next regular meeting of the Board will be held on December 14, 1995 at 6:30 p.m. The annual meeting of the Board will be held on January 18, 1996 at 7:00 p.m. at the Goleta Valley Community Center.

GROVE HOMEOWNERS ASSOCIATION  
UNOFFICIAL MEETING OF THE BOARD OF DIRECTORS  
December 14, 1995

PRESENT

The Directors present were Bill Bold, President; Vice-President, Patricia Stone; Merrill Robinson, Secretary. Vice-President Patricia Stone and Member-at-Large Sylvia Stallings were absent.

Also present were:

James Nguyen of Bartlein & Company, Inc.  
Tom Buffo, Maintenance Chairperson

MEETING CALLED TO ORDER

The unofficial meeting was called to order by Bill Bold at 6:35 p.m.

COMMITTEE REPORTS

1. Treasurer's Report.

Beginning Balance	\$ 5,650.91
Total Revenue	24,252.10
Operating Expenses	19,794.50
Reserve Expenditures	21,578.09
Total Expenditures	41,372.59
Transfer from Reserve	65,000.00
Current Balance	\$ 6,695.41

The Board will review the Treasurer's Report for November, 1995 at next month's meeting, as not enough members were present to reach a quorum in order to approve the Report.

2. Maintenance Report.

1. Bill Bold noted that the painters are not yet finished with the painting project. Merrill Robinson will let Arturo know when they are finished so that the landscape can be redone.
2. The Board noted that two cars were broken into in the complex, and that an automatic gate opener was taken from one. The Board discussed the possibility of changing the automatic gate opener code to prevent unauthorized access. The matter was tabled.

3. Merrill Robinson informed the Board that corrosion in the parking lot is being caused by the gutter coming from the nearby school. The Board discussed the matter and agreed that little can be done.
4. The Board noted that a new timer light will be installed at the pool.
5. James Nguyen reported that Ramstrum Construction will repair the interior walls at unit #113. Cracks resulted from Carter, Inc.'s foundation repair work.
6. James Nguyen presented the Board with Carter Construction's invoice for \$17,194.30, for the remaining balance due for its soil compaction work. The Board discussed the matter and gave Bartlein & Company permission to pay the bill.

### 3. Gardening Report.

1. Merrill Robinson informed the Board that she recently walked through Phase I with Arturo and was pleased to discover that Arturo had concentrated his efforts on clearing trees away from the buildings.
2. The Board received a bid of \$7,890 from Progressive Care Landscape to trim several trees within the complex. Merrill Robinson noted that the stormy season is approaching, and she suggested to the Board that it accept Progressive's bid. After discussion, the Board unanimously agreed to accept Progressive's bid of \$7,890 to have various trees trimmed.
3. James Nguyen informed the Board that a limb from a tree recently trimmed by Progressive Care Landscape broke and fell on carport #112. Arturo of Progressive will take care of it.

### OLD BUSINESS

1. James Nguyen informed the Board that he received several requests from homeowners for two facility passes instead of just one. The Board discussed the matter and agreed to issue two passes to those homeowners who ask for them. Otherwise only one will be sent. \$25 will be charged for replacement passes.
2. James Nguyen provided the Board with an update of homeowners late in paying their association's dues as follows:  
  
#101 (Straub-Wendt) paid off in November.

#201 (Willits) owes \$390.50. A lien was filed on November 24, 1995. The balance due was subsequently paid off.

#359X (Sandyland) \$1,295.30 outstanding balance of foreclosed unit. This account was sent to collection in November, 1995.

Dan Wright (#264) Bartlein & Company served tenant Michelle Wilkinson with a 30-day notice. Thereafter, she filed a lawsuit against Bartlein & Company. A readiness and settlement conference is scheduled for December 15, 1995. A trial date is set for December 20, 1995 at 8:30 a.m.

#### NEW BUSINESS

1. The Board noted that Elizabeth Campbell recently tendered her resignation from the Board, and it agreed to present her with a gift basket of approximately \$44.00 in appreciation of her past efforts.
2. James Nguyen informed the Board that the funds which were to be placed in an account at Great Western Bank, were subsequently deposited into an account at Glendale, as it offered higher interest rates.

#### ITEMS FOR NEWSLETTER

1. Please remember that it is good practice to keep all valuables secure.

#### MEETING ADJOURNED

The unofficial meeting was adjourned. The annual meeting of the Board will be held on January 10, 1996 at 7:00 p.m. at the Goleta Valley Community Center. The regular Board meeting will follow.